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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : AD/RR

DATE: 11 December 1950

FROM : Chief, D/Ba

SUBJECT: Personnel Requirements of the Basic Division

REFERENCE: Memorandum from AD/RE to Management Officer, CIA,  
subject: Table of Organization, Editorial Branch,  
D/NIS, dated 13 Sept 1950.

1. Reference memorandum sets forth the Table of Organization which experience had indicated would best carry out the functions of this Division. However, the recent reorganization of CIA and the increasing gravity of the world situation, make it necessary to re-examine the personnel requirements of the Basic Division in light of these changed conditions.

2. Reorganization of CIA - While the new organization of O/RR is not yet firm, it is inferred that the former Regional Divisions are to be replaced by Functional Divisions engaged mainly in research activities of common concern. Should this change occur, it would materially reduce the support on which this Division has relied for providing the specialized regional review of NIS contributions. The fact that 65% of all NIS contributions received in this Division during the past fiscal year required extensive revision as a result of deficiencies disclosed by editorial and regional reviews is indicative of the importance of this reviewing function by CIA. The editorial capabilities would therefore need to be expanded to compensate for any diminution of regional reviewing support.

3. Gravity of the world situation - The second factor which may soon have marked effect upon the requirements of this Division is the increasing world tension. It has long been evident that the development of the NIS Program was not realistically geared to the requirements of national security. The Annual Report of the NIS Program for Fiscal Year 1950, and the forwarding memorandum thereto of 21 July 1950, emphasized this point at some length. Steps to bring the capabilities of the Armed Forces Agencies in line with the existing commitment of 8 NIS a year were initiated by the DCI in his memorandum of 22 August 1950 to the Secretary of Defense, and subsequently supported by a memorandum from the Secretary of the Army to the Secretary of Defense dated 17 November 1950. Because of the serious deficiencies which have already occurred in this fiscal year's production, it will be necessary to produce NIS contributions for the remainder of this fiscal year at the average rate of 50 sections per month in order to complete 8 NIS during Fiscal Year 1951. It is anticipated that an even greater production rate will be laid on when the full impact of the current situation has been realized. The NIS Committee is now studying this matter with the view to making appropriate recommendations.

4. It is not possible at this juncture to determine the Table of Organization necessary to meet the future responsibilities of this Division relating

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to the NIS Program. It is possible, however, to indicate in general terms the nature of the additional support which this Division may require henceforth:

First, there would be needed immediately a reasonable number of senior editors specialized along regional lines, should the reviewing capabilities previously afforded by the Regional Divisions be reduced or eliminated.

Second, there may be needed shortly an "across-the-board" augmentation of the Basic Division to reflect any appreciable increase in NIS production which may be required by the grave international situation.

Third, the increasing need for more detailed inter-agency guidance and coordination by the Basic Division requires the development of a capability devoted to such matters as liaison, production analysis, and NIS collection and maintenance problems.

5. In view of the foregoing considerations, it is proposed that there be temporarily assigned to the Basic Division, as additional positions, a group of qualified personnel who are currently available in O/RR and for which there are no immediate assignments. While the number so assigned can only be indicated in general terms because of the many intangibles involved at this time, it would appear that a figure of about 15 would not be unreasonable. The fundamental consideration is to ensure that we do not lose a group of highly competent specialists during this period of transition.

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